



## **Staff Report**

---

RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF A MINI SORT BRANCH SORTING SYSTEM FOR THE BELMONT LIBRARY BY FKI LOGISTEX IN THE AMOUNT OF \$161,500.

Honorable Mayor and Council Members:

### **Summary**

Approval of the attached resolution will authorize the issuance of purchase order to FKI Logistex in the amount of \$161,500 for the purchase and installation of a Mini Sort branch sorting system in the new Belmont Library.

### **Background**

In July 2003, the Library Steering Committee recommended additional fundraising efforts to supplement the project budget for additional library square footage and any additional furniture and equipment that were not able to be included in the budget. One of the items included in the furniture and equipment “add-ons”, should fundraising be successful, was the addition of an automated sorting system in the Library Staff area of the building.

Since then, fundraising efforts have been successful, raising over \$310,000 through grass roots efforts. With these additional funds, the acquisition of this automated sorting system has become a reality.

### **Discussion**

The San Mateo County Library (SMCL) staff is responsible for purchasing equipment for the new Library, except where SMCL and the City have agreed otherwise. The soonest SMCL staff can present the purchase request to the Library JPA Board is February, which will unnecessarily delay the implementation of the equipment. SMCL has asked the City to facilitate the purchase in order for it to be placed into service by the scheduled Spring 2006 opening date.

This item is being recommended for purchase through FKI Logistex, due to limited options with vendors of this equipment. In 2003, SMCL staff investigated the equipment by a vendor known as Libramation. The SMCL knows of no library since that date that has installed this equipment through this vendor. Through their investigation, the SMCL staff concluded that Libramation is still in the process of working out several glitches in their system.

In their consideration of library materials handling, the SMCL determined it was necessary to look outside the library marketplace for experienced vendors since very few libraries have had the opportunity to acquire this state-of-the-art equipment yet. Instead of library vendors, SMCL staff investigated vendors experienced in automating similar functions for other industries such as Amazon.com, the Gap, and UPS. Several other libraries have made similar investigations with like-kind results; King County Library (WA), San Jose Public Library, San Francisco Public Library and others will be installing FKI Logistex systems in Spring 2006. After careful review of this equipment and its use, staff feels that Logistex is a more sound and established vendor to provide this equipment.

The system is designed around the concept of automated patron return and sorting of library items. The system includes Return Units on the exterior of the building, which allows patrons the ability to return items to the library 24/7 with the assurance that the items were received and checked into the library management system real time. Once the items have been received into the system, they are then transported via a conveyor belt designed to handle the library's materials. Once inducted onto the sorter, items are then sorted and discharged directly to one of the following two destinations available on the sorter:

1. Auto Level Trolley Chute
2. Overflow destination.

As part of this purchase, FKI Logistex will provide the Host Interface Software, complete mechanical & electrical installation services as well as Project Management, Engineering and Commissioning, including the following:

- Mini Sorter with two (2) discharge diverters (ultra quiet air compressor included)
- 1 Library Mate External
- Belted in feed conveyor to Sorter
- 10 Auto Level trolleys
- 5 Docking Station for the Auto Level Trolleys
- Installation
- Commissioning
- Spare Parts
- Warranty

Capacity:

The Mini Sorter throughput is thirty (30) items per minute. One auto level trolley holds 0.35 m<sup>3</sup> which equals more than 200 books or more than 500 CD's.

Warranty:

A one-year warranty is included on all equipment.

**Fiscal Impact**

The total amount of the purchase order with FKI Logistex is \$161,500. There is sufficient funding available. However, a revenue budget augmentation and supplemental appropriation are required. As part of the 2006 Budget Mid Year Review, staff will be presenting a resolution to award the Library Budget in account number 306-4190-2053-9020 for this purpose.

**Public Contact**

Posting of City Council Agenda.

**Recommendation**

Staff recommends adopting resolution approving a purchase order with FKI Logistex.

**Alternatives**

1. Accept the report.
2. Do not accept the report and provide staff with further direction

**Attachments**

- A. Resolution
- B. Quotation for equipment, installation and services
- C. Logistex Sorter layout

Respectfully submitted,

---

Thomas Fil  
Finance Director

---

Jack R. Crist  
Interim City Manager

**Staff Contact:**

Thomas Fil, Finance Director  
(650) 595-7435  
tfil@belmont.gov

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
APPROVING THE PURCHASE AND INSTALLATION OF A MINI SORT BRANCH  
SORTING SYSTEM FOR THE BELMONT LIBRARY BY FKI LOGISTEX IN THE  
AMOUNT OF \$161,500.**

**WHEREAS**, in cooperation with fundraising efforts, it has become feasible to acquire an automated sorting system for the new Belmont Library; and,

**WHEREAS**, implementation of this solution will allow the Library Staff to better serve patrons personally and will equip the Library with state-of-the-art technology; and,

**WHEREAS**, staff solicited and received a proposal from FKI Logistex, a qualified vendor, to acquire and install the equipment; and,

**WHEREAS**, sufficient funding for this purchase has been made possible by fundraising efforts, available in account number 306-4190-2053-9020.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Belmont does hereby authorize the purchase hardware, software and services provided by FKI LOGISTEX in the amount of \$161,500.

\* \* \* \* \*

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on January 10, 2006 by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

\_\_\_\_\_  
MAYOR of the City of Belmont